G. R. S. 59] GFB—15,000—20-12-13

# GENERAL AND REVENUE SECRETARIAT.

1912-13
( Gml. Misc. )

**File No.** 311-12 l-40

**Serial Nos.** 1-20

## Papers Filed.

***Month*** April 1914

SUBJECT.

Purchase of a Roneophone Dictating Machine for the Dewan's office.

| PREVIOUS REFERENCES. | LATER REFERENCES. |
|---|---|
| | |

K.N. Krishnan — 7 & 29.4.14

G.R.S. 13]

## Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

URGENT.

1) I shall be glad if arrangements are made at once to order a Roneophone Dictating Machine for the use of the Dewan's Office. There should be a - - clear understanding as to the price to be paid and the time of delivery - the price may be some per centage on the - actual price in London. The amount is roughly given in the accompanying - - letter.

20-4-13

To

The Secretary,
General & Revenue Departments.

*N. B* — Should routine notes be written on small slips, the notes must be copied or slips pasted on this form.

GPB—25,000—23-7-12

G.R.S. 13]

## Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

5864.

2) Please put up a draft enquiring of the firm as to the price of the machine & the time of delivery. The exact London price and the amount that will be charged by the firm ourselves & above that price may also be called for.

BM.
21/4

3) Draft Submd

Illegible
21.4.13.

BM.
21/4.

Illegible
22/4

Illegible
22/4

Dep. Secy

Secy) 4)

5) Illegible
BM.
22/4

N. B.—Should routine notes be written on small slips, the notes must be copied or slips pasted on this form.

GPB—25,000—23-7-12

[. R. S. 12]

General and Revenue Secretariat.

G 9/11 File No. 311 of 191 3 - 13

Serial No.

6609

10) Draft ~~Secret~~ reply subst. for approval or other ~~orders~~ orders

Illegible
23. V. 13
23/5

11)

Illegible
23/5

5 To. Do. G. 75/13 dt 26-5-13. With reference to above, states that the letter referred to was not received in this office

The reply read was given to Sri. Sitha Rao under orders of Cashier. Illegible
5. 6. 13

6. From messrs Mackenzie Lyall & Co. Agents, Calcutta. Letter dated 31st May 1913 forwarding a copy of their letter dated 29th April 1913 setting forth the details of the price of the Roneophone and stating, as it is usual to supply two machines, they are prepared to supply them (two machines) at a cost of Rs 750/-, within 6 weeks from date of receipt of the order

a) The letter gives the details of the cost of the Roneophone.

b) Asks for orders on the purchase

NOTE—Contn. sheet.

GPB—65,000—17-6-12.

General and Revenue Secretariat. | G. M. File No. 311 of 1912-13.

| Serial No. | |
|---|---|
| 7 | To. messrs, Mackenzie Lyall & Co. Calcutta G. 8257 dy 28.6.13. With reference to the above requests them to supply this Office with a Rhoneophone with the necessary accessories and to forward a bill of cost for the same for adjustment. |
| 8 | From messrs. Mackenzie Lyall & Co. Calcutta. Letter dated 2.7.13. In reply to sl 7, states that the machine they have in Stock is some what soiled and that a new machine has been telegraphed for to ~~the~~ Their London Office which will be got within 6 wks. |
| 21) | Subd. for information<br>MS<br>5.7.13. MS<br>5/7 |
| 22) | Dy Secy<br>D.O) |
| 23) | |

121

3871
8.7.13

Sec.
5/7

for information.

Secy
7/7

Secy
30/7/13

NOTE—Contn. sheet.

GPB—6[5],000—7-6-12.

R. S. 12]

(9

General and Revenue Secretariat. | G.M. File No. 311 of 1912-13

Serial No.

9. From Messrs. Mackenzie Lyall & Co, Calcutta. Letter dt 1-8-13 Confirming their telegram of the 30th ult. 7-13 & acknowledging receipt of this office telegram of 31-7-13 and thanking for the same —

32) Submitted for information

anr.
7/8/13
7/8

Bmaiinsancepa
7/8

33) By Secy

Dmm
7/8

10. From Messrs. Mackenzie Lyall & Co, Calcutta. Letter dt 9.9.13 informing that they have received the bill of lading for the Roneophone ordered by this office, and that the Cases have been shipped per S.S. "Tulwell" which is due in Madras on the 18th instant; and also that Messrs. Thomas Cook & Son have been instructed to clear the goods and forward them here.

34) Submitted for information.

anr.
13/9/13
13/9

I suppose to Regl. (Proc's initiated)

Bm
13/9
Dmm 13/9.

35) By Secy & Secy

5268
13.9.13

36) Dawan 13/9 Dmm 13/9

37) Secy

NOTE—Contn. sheet.

GPB—65,000—17-6-12.

16.9.13

R. S. 12]

General and Revenue Secretariat.

Gen. File No. 311 of 1912-13.

| Serial No. | |
|---|---|
| 14. | From Messrs. Bunny & Co, Madras. Letter dt 2.10.13 advising despatch by Goods train to Bangalore of 2 cases Ronephone etc. and enclosing R/R for the same & requesting acknowledgement. |
| | 41) Mr Y.K. Subbarao of the Dewan's office has left instructions that the cases are to be sent direct to Mysore to the Dewan unopened. The Station-master, Bangalore city, may therefore be requested to despatch the cases to Mysore by parcel so soon as they arrive in Bangalore. |
| | 42) Submd with a draft D.O. letter to the Station Master. |
| | 4/10/13 7.10.13 43) Issued 7/10 |
| 15. | From Messrs. Mackenzie Lyall & Co, Calcutta. Letter dt 30.9.13 submitting bill no: F/1384 amounting to Rs 630/8- o/c cost of one Ronephone machine complete with accessories. |
| 16. | From the Station-master, Bangalore City Ry. Station- Post card dt 6.10.13 advising that the cases of Ronephone etc consigned from Madras have arrived here. |

NOTE—Contn. sheet.

GPB—65,000—17-6-12.

46) Two cases containing the Roneophone machine & its accessories were received at Mysore on 9-10-13 They were opened carefully in my presence and I found the bottom plank of the machine damaged in transit. This has since been repaired. I wrote about this to the Asst Supdt, Cash section in a D.O letter ~~after~~ two or three days after the receipt of the packages.

47) The machine now, is in good working order. The firm has not sent any printed instructions for working the same.

Jus
15/1/14

5-55 Pln
15/1/14

48) Having regard to the above remarks your D.O about the Roneophone, the bill for Rs 630-8-0, may be paid.

vide Hdg X The amount claimed is One P.T.O

Secs 6

5268 7286

R. S. 12]

General and Revenue Secretariat.

Gen File No. 311 of 1912

Serial No.

of instructions will be obtained & supplied in due course.

The stamped receipt for Rs 630-8-0 is filed with the vouchers

The receipt of the book of instructions may be awaited—

29/1 29.1.14

30/1.

D 7286

8.20 From Ronco Ltd. Calcutta — letter dated 4th April 1914, forwarding a book of directions for using the Ronco Typewriter,

as requested above by Mr Yates

The book of instructions may be sent to Mr T.K. Subba Rau and the file filed

Subd

8/4/14 Yes

The book has been sent separately

8/4/14

NOTE—Comm. sheet.

GPE—6,000—17-6-12.

RONEO PRINTING WORKS, GREAT EASTERN STREET, E.C.

RONEO BUILDING HOLBORN, E.C.


DIARY NO. 5866

TELEPHONE NUMBERS, 5662 HOLBORN (8 LINES.)

TELEGRAPHIC ADDRESS. RONEOSTYLE, LONDON.

CODES USED. RONEO, LIEBERS, MASTER & A.B.C. 5TH EDITION.

*Head Office.*
RONEO BUILDING,
*7-11, Holborn, London, E.C.*


G.M. 311-12-1

When replying please quote

FOT.OW.


PROVINCIAL BRANCHES.

BIRMINGHAM
BRIGHTON
BRISTOL
CARDIFF
DUNDEE
EDINBURGH
GLASGOW
HULL
LEEDS
LEICESTER
LIVERPOOL
MANCHESTER
NEWCASTLE
NOTTINGHAM
SHEFFIELD

ASSOCIATED COMPANIES.

COMPAGNIE DU RONEO. Paris.
RONEO G.m.bH. Berlin.
OSTERREICHISCHE RONEO A.G. Vienna.
RONEO A.G. Budapest.
COMPAGNIA ITALIANA DEL RONEO Milan.
RONEO A.G. Zurich.
RONEO CO. OF AUSTRALASIA Ltd. Sydney.
RONEO COMPANY New York.

COLONIAL & FOREIGN BRANCHES & AGENCIES.

ALGIERS, BORDEAUX, LILLE, LYONS, MARSEILLES, NANCY. BARCELONA, MADRID. ANTWERP, BRUSSELS. AMSTERDAM, ROTTERDAM. COLOGNE BRESLAU, DRESDEN, FRANKFURT. HAMBURG, LEIPZIG, MUNICH, STUTTGART. COPENHAGEN, CHRISTIANIA. STOCKHOLM, HELSINGFORS ST PETERSBURG, MOSCOW, RIGA, WARSAW PRAGUE, TRIESTE. ROME, VENICE FLORENCE PALERMO. BUCAREST, BELGRADE, SOFIA, CONSTANTINOPLE, CAIRO, ALEXANDRIA. CALCUTTA, BOMBAY. MADRAS, RANGOON SIMLA, COLOMBO, SINGAPORE, BATAVIA. MANILLA, SHANGHAI. TOKIO, YOKOHAMA. MELBOURNE, WELLINGTON, AUCKLAND, DUNEDIN. CAPETOWN, DURBAN, JOHANNESBURG, PRETORIA. BUENOS AIRES, RIO DE JANEIRO, MONTE VIDEO, SANTIAGO. MEXICO, HAVANA. TORONTO, MONTREAL, WINNIPEG, VANCOUVER. CHICAGO, PHILADELPHIA, BOSTON, ST LOUIS. SANFRANCISCO, ETC. ETC.


Mr. B. V. Wassoodew,
3, Warden Road,
Breach Candy,
BOMBAY.

March. 18th. 1913.

Dear Sir,

We have to thank you for your enquiry of the 22nd. ult., for particulars of our Roneophone Dictating Machine.

We have pleasure in handing you herewith, some illustrated pamphlets giving brief particulars of the machine and its uses. We regret we are unable to send you fully illustrated catalogue, as the same is still in the printer's hands.

We do not think there is any ocassion for us to explain the advantages of Machine Dictation over the usual method of Shorthand notes. It will be sufficient to say that over 50 to 75% time can be saved with the use of the Roneophone.

Furthermore, the work can be executed with a greater degree of accuracy as the machine faithfully reproduces all one dictates, as many times as the typist requires to have it repeated.

In answer to your question as to how this machine of ours is different and superior to the Dictaphone, we beg to point out the following:-

Mr. Wassoodew. March. 18th. 191?.

In the first place, we use no cylinders but employ flat discs, and it is an acknowledged fact that the principle of recording on and reproducing from flat surfaces is far superior than on the cylinder.

One knows, for instance, that the Gramaphone Machine is in every way superior to the old-fashioned Phonograph.

The discs can be shaved about 100 times, and they are reversible, so that immediately one has completed one side of the disc, all one has to do is to reverse the same and continue the letter on the other side.

You will therefore see that having two sides of a disc to dictate on, the capacity of recording is about twice as great as that of anycylinder.

The discs are not liable to break, they are portable and easily stored, and the same cannot be claimed for the cylinders.

Many of our present customers who were previous users of cylinder machines inform us that it was not an uncommon occurance for the cylinder to crack when being removed from the machine to the typist's reproducer for transcribing, necessitating re-dictation of all one's letters.

We do not know whether you are well acquainted with the Dictaphone and kindred machines, but if you are, you will readily appreciate the advantages of having the recording and reproducing diaphragms working independantly of each other, so that you can listen to what you have said and when this operation is completed, by the mere movement of the lever the machine will continue recording in exactly the same place as it left off.

With the electric models, the resistance coil which is fitted in all electric machines is exposed to all exterior shocks on the Dictaphone, but with our machine it is fitted inside and cannot in any way be damaged except deliberately.

On the Roneophone, the speaking tube, into which one dictates, is attached to a dead end and is in no way connected with the moving recording or reproducing diaphragms, so that even if the flexible tube is moved about, there is no possibility of dragging or accelerating either diaphragms beyond their normal pace.

Mr. Wassoodew. March. 18th. 1913.

On the cylinder machines, the end of the speaking tube is connected to the diaphragms, so that the slightest movement is liable to effect the recording.

The price of the electric machine in England is 20 guineas, including an outfit, and that of the clockwork machine is 18 guineas.

The machines are guaramteed, and as we have an established House in Bombay, either model could be supplied to you through this House, and they would attend to your requirements and instruct your staff in the working thereof.

We shall be most happy to send you any further particulars you may require, on receipt of your instructions.

Yours faithfully,
RoNEo Limited.

[signature]
Roneophone Dept.,

THE RONEOPHONE BUSINESS DICTATING MACHINE

# Dictate to an Infallible Stenographer

# THE RONEOPHONE

(System Pathé Frères.)

## Business Dictating Machine

USES A FLAT DISC.

SAVES 50 % OF YOUR TIME AND MONEY.

RONEO LIMITED,

**5, 6, 7, 8, 9, 10, 11, HOLBORN, LONDON, E.C.**

AND IN EVERY PART OF THE WORLD. Telephone—6622 Holborn.

. . THE . .

# Roneophone Business Dictating Machine

## What it is—What it does

IT is a busy man's right hand—ACCURATE, SPEEDY, ENDURING AND ECONOMIC.

THE RONEOPHONE is the very latest type of DICTATING MACHINE—and is the ONLY machine which uses a FLAT DISC.

YOU can record on EACH side of the DISC from 10 to 15 letters.

THE RONEOPHONE has many unique advantages possessed by no other machine.

IT is a TIME and MONEY saver.

TO a busy man it is an infallible stenographer.

# IS IT NOT A FACT ?

# Is it not a Fact

**That** the greatest bugbear to a busy man is that he is unable to get the services of his stenographer at the exact moment at which he requires them.

**That** when he gets his mail in the morning he has to wait for his stenographer before he can have the replies to his letters taken down.

**That** a caller or telephone message interrupting him means his stenographer must wait.

**That** mistakes occur in transcription of the shorthand notes, and that the stenographer often has to ask, "What did you say in such and such a letter?" or "I cannot read this."

**That** often when no questions are asked mistakes occur.

**That** he wastes his time after reading his morning mail in waiting for the stenographer.

**That** he would rather be alone when dictating correspondence, as he can concentrate his thoughts better without interruption, or without anyone waiting for him.

**That** if he comes in during the lunch hour and finds there is no one to take down a letter, he is considerably handicapped.

**That** the staff do not relish being kept back after office hours in order that very important correspondence which requires careful consideration may be dictated.

**That** specifications and contracts involving large amounts have to be so carefully dealt with that there must be no possibility of a mistake.

# What is the remedy for this?

¶ **By using a Roneophone (System Pathé Frères) dictating machine** you have at your right hand a stenographer which is practically infallible, never tired, speedy as you choose, absolutely accurate from your own dictation and economic in its principles.

**You do not have to wait for a stenographer;** you can as soon as you have read your letters dictate the replies on to the **flat** disc of the machine.

Should any caller or telephone message interrupt you, you are in a position to stop the machine immediately, and when the interruption has ceased, to recommence, at the same time the great advantage being you can hear exactly that which you have said before.

It is not often that the principal of a firm makes mistakes in his dictation, it is rather in the interpretation of his notes, and that being so, when he is alone (as he is able to be with the Roneophone), he can thoroughly concentrate his thoughts, thereby giving the information in a clear and concise form without any second person to break the continuity of his thoughts.

There will be no need for your stenographer to come backwards and forwards asking "What did you say?" or "I cannot read this," because they can hear the passage **over and over again,** therefore there is no reason why the transcription should not be absolutely accurate.

Again, after interviewing various people during the day you want the important notes taken down ready for transcription, and your stenographer is not available. This is where the

# What is the remedy for this?

**Roneophone is a boon to the busy man.** The staff like the system inasmuch as it means they have not the worry of waiting, and they work entirely independent of you; it shortens their hours, concentrates their labour, and incidentally means a considerable all round improvement in the general working of the office.

With regard to specification and contract work, which requires clear thought and concise diction, the head of the firm is enabled to dictate on to the Roneophone disc as slowly as he likes; every figure will be recorded and therefore there is not the slightest reason why in transcription any mistakes should occur. The operator hears the reproduction at the same speed that you have dictated, and if any doubts arise it can be heard over again.

The operator can commence her work the first thing in the morning as she does not have to wait her employer's convenience.

If you are interested in the Roneophone, please write to us and we will send you full particulars, or one of our expert representatives will be pleased to come along and see you.

RONEO **Ltd., 26 Holborn Viaduct, London, E.C.**

*BRANCHES:*

Birmingham, Brighton, Bristol, Cardiff, Edinburgh, Glasgow, Hull, Leeds, Leicester, Liverpool, Manchester, Newcastle, Nottingham, Sheffield

Printed at Roneo Printing Works, Great Eastern St., E.C.

# THE RONEOPHONE BUSINESS DICTATING MACHINE

IT enables you to read your Mail and dictate your replies at once.

YOU can concentrate your thoughts better when alone, consequently your correspondence is more carefully thought out.

YOUR typist does not waste her time, she is able to work quite independently of you, as she can commence transcribing from her Dicto discs at once.

NO matter how fast you dictate, the machine will record accurately, and mistakes such as arise from the transcription of shorthand notes are eliminated, as the typist can hear the wording over and over again, as many times as she likes.

IT reduces the labour of your typists by at least ONE THIRD, increases their speed, and SO SAVES OVERTIME.

THE busy man does not have to wait for his typist, the machine is at his elbow. Should he be interrupted by a caller, he can stop and start the machine at will, and if he wants to dictate after office hours he has only himself to consider, he is never at a loss for a stenographer.

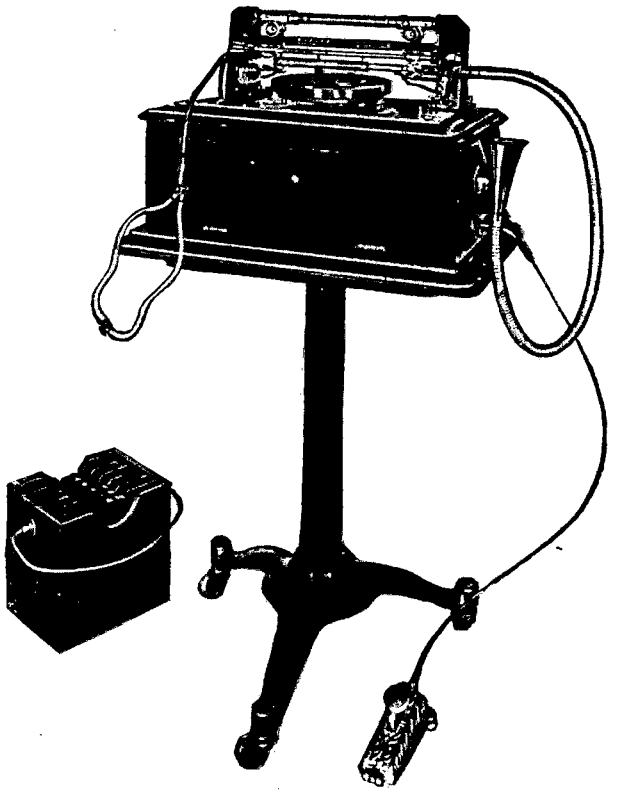
TO the Staff it means less labour, greater concentration of work, shorter hours, and a general improvement in the whole working.

IT provides increased profits, and pays for itself in the first few months.

THE

# Roneophone

## Business Dictating Machine



## Note the Flat Disc.

Printed at Roneo Printing Works, Great Eastern St., E.C.

NOV. 5 '12.

(5)

22/4/13 GR File No. 311-4

Serial No. 2

G. R. S. 26]

*Diary No. of letter replied to*

General and Revenue Secretariat

( )

, *the* 191 .

Date of issue 22.4.13

Signed by Mr B. Ramasamayya

No. G. 6442 & 42 (a)

To (1) Ronco Ltd., 5, old court house st. Calcutta
Bombay Whenever Rly
3 Mathuradas
Bombay Sandy

(2) Ronco Ltd. Bombay
Rly. Bombay.

Dear Sirs,

With reference to your letter G. 18.3.13 Head office regarding the Ronco Phone Dictating machine, I am directed to enquire the actual price you would charge for the excel-

*over.*

SUBJECT.

time you would take
for supplying a machine
in this office.

It is hoped that there
will hardly be any appreciable difference
between your & the London
retail prices & that you will
give special quotations
for Govt supplies.

Yours faithfully

W

2nd Offg. Secy
Bm
2/4

*List of enclosures.*

*Copied by*

*Examined by*

GPB—25,000—8-8-11.

(7)

DIARY No. 6065 Co

ROE & Co LTD.

[illegible] J. ALLIBH

72 Hornby

Bombay, 28 [illegible]

Up-to-date office furniture.

*Steel Filing Cabinets*
*Card Numerical*
*Alphabetical and*
*Numeralpha systems*
*of filing,*
*Steel Shelving for*
*Record Room*
&c. &c., &c.,

DUPLICATORS
Pencil Sharpener
Protectograph
International
Lithoes
Copiers
Machines &c.

Clipless Paper Fasteners.

IMPRESSION PAPER
CARBONS
STENCILS
RIBBONS FOR
ALL MACHINES
INKS
COPIER PAPER
&C. &C., &C.

Type writer
Drawing Materials
and
other stationery.

Duplicating Work Executed

**All orders carefully and promptly executed.**

To

The Officiating Secre
to the Govern
His Highness The M
My
Genl & Revenue D
Bo

Dear Sir,

I beg to ac
receipt of your No G 6
22nd April last, and in
inform You that as, at
do not [illegible] in my st
single Rotophone Dicta
I am unable to supply
such Machine. However
writing to my London o
this mail in the matte
again address You on
their letter.

Yours
per. pro. SA
Abdul

P.S. By Book Post I
[illegible] You a few small
pamphlets & Rotophone Good &
hope the items may interest You.

RONEO

LIMITED.

Telephone No. 626.
Post Box. No. 295.
Cable & Telegraphic Address:
"RONEOSTYLE, CALCUTTA"
Codes: RONEO & LIEBER.

FACTORY
RONEO WORKS,
ROMFORD, ESSEX.

Indian Office:
5, OLD COURT
HOUSE STREET,
CALCUTTA.

RV No. 6609

19 -19

23/5/13

G.O. 311-12-4

The Offg. Secretary to Government of
H. H. the Maharaja of Mysore.
General and Rev. Department.

4 Lyons Range.

## GENERAL DEPARTMENT.

Factories-
64, GREAT EASTERN STREET, LONDON, E.C.
RONEO WORKS, ROMFORD, ESSEX.
LONDON.
HEAD OFFICE
26, HOLBORN VIADUCT, E.C.

BRANCH OFFICES-
LONDON.
29 QUEEN VICTORIA STREET E.C
35 MOORGATE STREET, E.C

INDIA.
BOMBAY.
MADRAS.
COLOMBO.
RANGOON.
SIMLA.
LAHORE.
LUCKNOW.

19th May. 1913.

Dear Sir,

We beg to draw your attention to our letter of the 29th ultimo, to which we appear to have received no reply, and shall be glad to know whether we may order you a Roneophone from our Head Office.

Yours faithfully,

J. Mone

Managing Agents.

A.W.

24/5.

G. R. S. 26]

Gn File No. 311-12

Serial No. 5

*Diary No. of letter replied to*

No. 9751/3

General and Revenue Secretariat

( )

*, the* *191* .

To

Messrs. Mackenzie Lyall & Co

Managing Agents

Romeo Lane, Old Court House Street

~~Bombay~~

Calcutta

Date of issue 26-5-13

Signed by Rai B. Narain Sahib

Dear Sirs,

Advertising in your letter of 19th inst. I regret to state that the letter of the 29th ultimo referred to therein was not received in this office.

over.

Yours faithfully,

SUBJECT.

Rm.

For Mgr Secy.

23/5

10-11

RONEO LIMITED.
FACTORY
RONEO WORKS.
ROMFORD, ESSEX.

Telephone No. 626
Post Box, No. 295
Cable & Telegraphic Address:
"RONEOSTYLE, CALCUTTA."
Codes: RONEO & LIEBER.

Indian Office:
5, OLD COURT
HOUSE STREET,
CALCUTTA.

The Secretary,
to the Government of His Highness
The Maharaja of Mysore.
General & Revenue Department.
BANGALORE.

1912-1913
SECTION
FILE No. 311 9 12
Vol. No. 6
GENERAL DEPARTMENT.

Factories-
64, GREAT EASTERN STREET, LONDON, E.C.
RONEO WORKS, ROMFORD, ESSEX.
LONDON.
HEAD OFFICE
26, HOLBORN VIADUCT, E.C.

BRANCH OFFICES:-
LONDON.
29, QUEEN VICTORIA STREET, E.C
35, MOORGATE STREET, E.C.

INDIA.
BOMBAY.
MADRAS.
COLOMBO.
RANGOON.
SIMLA.
LAHORE.
LUCKNOW.

31st May 1913.

Dear Sir,

G.7513

We are in receipt of your Official No.G.M.311-12-5, and regret to learn our letter of the 29th April, has been lost in the post.

We therefore, enclose herewith copy of same and shall be glad to have your further instructions in the matter.

Yours faithfully,

Managing Agents.

Enclos.
1 Letter.

A.W.

12

No G.8257 dated 28-6-13

Revised G.M. 311-12-7

Messrs Mackenzie Lyall & Co.,

Managing Agents

5, Old Court House Street, Calcutta .

Sd. by Mr. S.P. Rajagopalachari

Gentlemen,

With reference to your letter -- dated 31st May 1913 enclosing a copy of your letter setting forth the details of the pric of the Roneophone, I have the honour to request you to be so good as to supply this office with one machine together with the necessary accessories as detailed in the mar gin and to forward a bill of cost for the same for adjustment. The machine should be supplied within six weeks from the receipt of this order.

| | |
|---|---|
| One Complete machine with 6 discs | 400-0-0 |
| Shaving machine | 210-0-0 |
| Extra discs, ½ a dozen | 12-0-0 |
| Automatic foot-brake | 8-8-0 |
| | 630-8-0 |

I have &c.,

24.6.13

Secretary to Govt., Gen & Rev Departments.

13

RONEO LIMITED.

FACTORY.
RONEO WORKS,
ROMFORD, ESSEX.

Telephone No. 626.
Post Box, No 295.
Cable & Telegraphic Address:
"RONEOSTYLE, CALCUTTA."
Codes: RONEO & LIEBER.

*Indian Office:*
5, OLD COURT HOUSE STREET,
CALCUTTA.

4, LYONS RANGE.

The Secretary to the Government of
His Highness the Maharaja of Mysore.
B A N G A L O R E.

DIARY No. 121.

1913-1914

GENERAL DEPARTMENT. SECTION Jun 311-12-8.

FILE No. 2nd July 1913.

AL No. (6)

Factories-
64, GREAT EASTERN STREET, LONDON, E.C.
RONEO WORKS, ROMFORD, ESSEX.
LONDON.

HEAD OFFICE:-
5-11, HOLBORN, E.C.

INDIA.
BOMBAY.
MADRAS.
COLOMBO.
RANGOON.
SIMLA.
LAHORE.
LUCKNOW.

Sir,

We have the honour to own receipt of your letter of the 28th ulto, ordering one Roneophone, for which we beg to thank you.

The machine we have here is somewhat soiled so we have telegraphed to our London Office to ship the order direct to Madras, and have made arrangements to have same cleared and forwarded to Bangalore.

We do not think this will take more than six weeks.

We are, Sir,

Yours faithfully,

for MACKENZIE HALL & CO

Managing Agents.

A.W.

(15)

INDIAN TELEGRAPHS.

**A. R.** *Receipt for Inland or Foreign Telegram.*

No. 37

*Date Stamp.*

BANGALORE CENTRAL POST 31 JL. 13

| Amount paid | Rs. | As. | Pies. |
|---|---|---|---|
| Ordinary | | | |
| Express | | | |
| Foreign | | | |

The charges entered upon this form have been duly paid in respect of the telegram indicated by number.

The sum stated includes extra charges, if any, paid for Reply, Delivery, etc.

Should any reference become necessary, the production of this receipt will enable the telegram to be traced by the office of origin within seven days of the date of its despatch—thereafter applications regarding *Refunds* of the cost of this telegram should be addressed to the Assistant Accountant General, Telegraph Check Office, Calcutta, and *Complaints* respecting it to the Director General of Telegraphs, Traffic Branch, Calcutta, within two months of the date of the telegram in the case of an Inland and five months in the case of a Foreign telegram.

Stamps for the charges on the telegram should be affixed by the Sender to the message form to which this Receipt relates.

16

RONEO LIMITED.

FACTORY
RONEO WORKS,
ROMFORD, ESSEX.

Telephone No. 626.
Post Box, No 295.
Cable & Telegraphic Address:
"RONEOSTYLE, CALCUTTA."
Codes: RONEO & LIEBER.

*Indian Office:*
5, OLD COURT
HOUSE STREET,
CALCUTTA.

DIARY No.....

The Secretary to the Government of
His Highness the Maharajah of Mysore.
General & Revenue Departments.
BANGALORE.

4 Lyons Range

GENERAL DEPARTMENT.

Factories.
64, GREAT EASTERN STREET, LONDON, E.C.
RONEO WORKS, ROMFORD, ESSEX.
LONDON.
HEAD OFFICE:
5-11, HOLBORN, E.C.

INDIA.
BOMBAY.
MADRAS.
COLOMBO.
RANGOON.
SIMLA.
LAHORE.
LUCKNOW.

1st August 1913.

Sir,

We have the honour to confirm our telegram of the 30th ulto, and much regret to report that from the mail in this week we found our London Office had misread our cable for your Roneophone. We therefore telegraphed them again on Monday and asked when they could ship the goods ordered by you, and they replied 14th August. On receipt of this information we wired you to that effect, and now have the honour to own to acknowledge receipt of your telegram of yesterday sanctioning the late delivery.

Thanking you for your courteous action.

We are, Sir,

Your obedient servants,

P. MAC... & CO

Managing Agents.

A.W.

17

1849

DIARY NO.

12-13

RONEO LIMITED.

FACTORY
RONEO WORKS,
ROMFORD, ESSEX.

Telephone No. 626.
Post Box, No 295.
Cable & Telegraphic Address:
"RONEOSTYLE, CALCUTTA."
Codes: RONEO & LIEBER.

*Indian Office:*
5, OLD COURT
HOUSE STREET,
CALCUTTA.

The Secretary to the Government of
H.H. the Maharajah of Mysore.
General & Revenue Departments.
BANGALORE.

4 Lyons Range.

**GENERAL DEPARTMENT.**

Factories-
64, GREAT EASTERN STREET, LONDON, E.C.
RONEO WORKS, ROMFORD, ESSEX.
LONDON.
HEAD OFFICE:-
5-11, HOLBORN, E.C.

INDIA.
BOMBAY.
MADRAS.
COLOMBO.
RANGOON.
SIMLA.
LAHORE.
LUCKNOW.

9th September 1913.

Sir,

With reference to our letter dated 1st August, we have the honour to inform you that we have now received the Bill of Lading for the Roneophone ordered by you on the 28th June. The cases have been shipped per S.S. "FULWELL" due in Madras on the 18th instant, and we have instructed Messrs. Thomas Cook & Son to clear the goods and forward them to you direct.

Trusting same will be found all in order, and awaiting your further agreeable advices,

We have the honour to be, Sir,

Your obedient servants.

A. L. MACKENZIE WILL & CO.

Managing Agents.

A.W.

Re Roneophone.

G.R.S. 26]

File No. 9 311/12

Serial No. 17

*Diary No. of letter replied to*

No. G. 2507

General and Revenue Secretariat

(

, *the* 19 .

To

Messrs. Bunny & Co, Ltd.,

Madras.

Date of issue 17-9-13

Signed by Mr. B. Narain Sahai

Sirs,

With reference to your letter of 13.9.13 requesting to be advised as to disposal after clearance of 2 Cases of machinery & Roneophone Consigned to your care by Messrs. Thomas Cook & Son. Calcutta, I have the honour to request You to be good enough to forward the Cases, after Clearance, by rail to the

*over.*

SUBJECT.

address. ~~address~~ undersigned.
with a bill of Cost for the
same. at an Early date
I have &c

Bm.

For Secy to Govt

aug.
169/13

1879

*List of enclosures,*

*Copied by* 1879

*Examined by*

GPB—20,000—25-9-10

4

PACKAGE DEPT.
Inward Forwarding.
BINNY & Co., Ld.,
MADRAS.

DIARY No. 2068
5

No.

Madras, 19th September 1913.

The Secretary to The Government of His Highness,
The Maharaja of Mysore Genl. & Rev: Dept:
B A N G A L O R E.

S i r,

M.L.& CO: 1 PACKAGE RONEPHONE EX. S.S."FULWELL"

We have the honor to acknowledge the receipt of your letter of the 17th Instant, and note your instructions regarding the disposal of the package which will have our attention.

We have been requested by Messrs. Thos Cook & Son, Calcutta, to send them our bill of charges for this consignment, and the one per S.S."SHADWELL" for adjustment.

We have the honor to be,

S i r,

Your obedient Servants,

FOR BINNY & CO.,

Assist. Manager.

BINNY & Co, Ld.
PACKAGE DEPARTMENT.
MADRAS.

Madras 2 October 1913.

The Secretary to the Government of
H. H. the Maharaja of Mysore
Genl & Rev. Depts, Bangalore

Dear Sir

We have to advise despatch by Goods train to Bangalore of 2 Cases Xmas Plum Cake Ex SS "Chadwell" SS Hullwell and we now hand you enclosed the Rail receipt which please acknowledge.

DIARY No. 2608

[illegible] 13
SECTION Gen.
FILE No. 34
[illegible] No. 4

Yours faithfully,
FOR BINNY & CO., LTD.

Assist. Manager.

RONEO LIMITED.
FACTORY
RONEO WORKS,
ROMFORD, ESSEX.

Telephone No. 626.
Post Box, No 295.
Cable & Telegraphic Address:
"RONEOSTYLE, CALCUTTA."
Codes: RONEO & LIEBER.

Indian Office:
5, OLD COURT HOUSE STREET,
CALCUTTA.

The Secretary to the Govt. of
H. H. The Maharaja of Mysore,
Gen. & Rev. Dept.
B A N G A L O R E .

30th September, 1913.

**GENERAL DEPARTMENT.**

Factories.
64, GREAT EASTERN STREET, LONDON, E.C.
RONEO WORKS, ROMFORD, ESSEX.
LONDON.
HEAD OFFICE:
5-11, HOLBORN, E.C.

INDIA.
BOMBAY.
MADRAS.
COLOMBO.
RANGOON.
SIMLA.
LAHORE
LUCKNOW.

DIARY No.....

4/10

19/2-19 13
SECTION
FILE No. 311

Dear Sir,

We beg to submit herewith our Bill No. F/1384 amounting to Rs. 630/8/- on account of cost of one Roneophone machine complete with accessories, and trust you will find same in order.

Thanking you for your favour and awaiting further valued orders.

We remain,
Yours faithfully,

Managing Agents.

Enclo:- 1 Bill.

TELEPHONE No. 626, CALCUTTA.

CABLE & TELEGRAPHIC ADDRESS
"RONEOSTYLE, CALCUTTA.

HEAD OFFICE:
5, 6, 7, 8, 9, 10, 11 HOLBORN,
LONDON.

FACTORY:
ROMFORD,
ESSEX.

The Secretary to the Govt. of H. H.
The Maharaja of Mysore,
Gen. & Rev. Dept. Bangalore.

Dr. to

# RONEO LIMITED.

ORDER NO.

## 5 OLD COURT HOUSE STREET,

## CALCUTTA.

Manufacturers of the Roneo Duplicators and Roneo Letter Copiers.

| | | | | | |
|---|---|---|---|---|---|
| Sept. 1913 | 30 | One Roneo Phone complete with accessories, | 630 | 8 | 0 |
| | | (Rupees six hundred and thirty and annas eight only) | | | |
| | | Total Rs. ..... | 630 | 8 | 0 |

E. & O. E. Received Payment.
P. MACKENZIE LYALL & CO.
Managing Agents.

Bill No. F/1384

Vouchers

Dated Calcutta, the 30th September, 1913.

DUPLICATE.

TELEPHONE No. 626, CALCUTTA.

CABLE & TELEGRAPHIC ADDRESS "RONEOSTYLE, CALCUTTA.

The Secretary to the Govt. of H. H.
The Maharaja of Mysore,
Gen. & Rev. Dept. Bangalore.

HEAD OFFICE:
5, 6, 7, 8, 9, 10, 11 HOLBORN,
LONDON.

FACTORY:
ROMFORD,
ESSEX.

Dr. to

# RONEO LIMITED.

ORDER NO.

## 5 OLD COURT HOUSE STREET,

## CALCUTTA.

Manufacturers of the Roneo Duplicators and Roneo Letter Copiers.

| | | | | | |
|---|---|---|---|---|---|
| Sept. 1913 | 30 | One Roneo Phone complete with accessories, | 630 | 8 | 0 |
| | | (Rupees six hundred and thirty and annas eight only) | | | |
| | | Total Rs. | 630 | 8 | 0 |

E. & O. E. Received Payment.
P. MACKENZIE LYALL & CO.
Managing Agents.

*Bill No.* F/1384

*Vouchers*

*Dated Calcutta, the* 30th September, 19 13.

(T. 53 M.) DIARY No. 2266

1,000—12-1909.

MADRAS AND SOUTHERN MAHRATTA RY. CO., LD.

Goods Arrival Advice

No. 3124 13 Station, Co. 13

The undermentioned Goods consigned to you from Calicut Town Station arrived to-day 6/10/13 and will be subject to Wharfage charges unless removed on or before the 7/10/13 Demurrage

| Goods Receipt No. | Date. | Description of Goods. | Charges due. Rs. | A. |
|---|---|---|---|---|
| 311 | 30. 16 | 2 Cases | 7/10 | 2/6/. |

N.B.—No Goods will be delivered without the production of the Railway Receipt.

Yours faithfully,

(Designation)

DIARY No. 2460.

10/2/1913

SECTION Gen.

FILE No. 311

SERIAL No. 117

# Madras & Southern Ma

Please quote this reference to ensure prompt attention.

No. G 396/13 J. The Sec.

Dear Sir

Journal G 3013

I beg to inform
Railway receipt
to have been
has not been rece
sent in time ea
I have this day
2 cases to Mysore
paid the receipt
enclosed together
voucher for Rs 2-6-0

Encl 2

Sent to Bangalore by post 8/10

Sent to Mysore by post 8/10

Voucher 10/10

Forwarding Rs 630-8-0 in C. notes, making cost of one Roneophone

G.R.S. 26]

(26) Gen File No. 311 of 12-13
Serial No. 18

Money spent 7/Bert 454 by Ind Post

Diary No. of letter replied to ——

No. G-5253/ Rs 630-8-0

General and Revenue Secretariat
( )
, the 19 .

To

Roneo Limited
5, Old Court House Street
Calcutta.

Date of issue 19.1.14

Signed by Asst Superintendent

Gentlemen,

In acknowledgment of your bill no. F-/1384 dated 30th September 13, received under your letter of even date, I have the honor to forward herewith in Currency notes & postage labels duly assorted, the sum of Rs (630-8-0) ——

over.

Note nos.

| | | | |
|---|---|---|---|
| C.B/1 30187 | Bombay | 18.12.09 | Rs 100/- |
| C.B/1 30159 | do | do | Rs 100/- |
| B.C/29 04103 | Madras | 13.7.09 | Rs 100/- |
| B.C/35 54256 | do | 20.7.09 | Rs 100/- |
| B.C/39 61310 | do | 17.7.09 | Rs 100/- |
| C.B/1 30186 | Bombay | 18.12.09 | Rs 100/- |
| B.C/57 52792 | Govt. of India | 9.12.11 | Rs 10/- |
| TB/27 48729 | do | 18.12.07 | Rs 5/- |
| B.C/18 80176 | do | 22.5.09 | Rs 5/- |
| B.C/15 17043 | do | 19.5.09 | Rs 5/- |
| B.C/16 81036 | do | 20.5.09 | Rs 5 |
| | | | Rs 630/- |

Postage half anna stamps sixteen — 0/8 SUBJECT.

Total 630-8-0

Checked

Copy

Six hundred and thirty-
and annas eight-only, being
the cost of one Roneophone machine
with accessories, supplied
to this office and to request
an acknowledgment for
the amount, the original
being duly stamped.

The book of printed
instructions regarding the working of the
machine, which has not
been received with the
machine, may kindly
be sent at an early
date.

I have the

List of enclosures,

Yours
for Secretary

15/1/14

15/1/14

Copied by

Examined by

GPB—20,000—25-9-10

5268.

RONEO LIMITED

FACTORY
RONEO WORKS,
ROMFORD, ESSEX.

Telephone No. 626.
Post Office No. 295.
Cable & Telegraphic Address: "RONEOTYPE CALCUTTA."
Codes: RONEO & LIEBER.

Indian Office:
~~13/5~~ GOVERNMENT PLACE E.,
CALCUTTA.

Received Rs. 630-8
Filed with V.C.
28/1/14

4, Lyons Range,

24th January,
1914.

The Secretary
to the Government of His Highness
The Maharaja of Mysore,
General & Rev. Department,
BANGALORE.

V.C. 27/1

**ACCOUNTS DEPARTMENT.**

Factories.
64, Great Eastern Street, London, E.C.
Roneo Works, Romford, Essex.
LONDON.
Head Office
26, Holborn Viaduct, E.C.

Branch Offices:-
LONDON.
29, Queen Victoria Street, E.C.
35, Moorgate Street, E.C.

**INDIA.**
**BOMBAY.**
**MADRAS.**
**COLOMBO.**
**RANGOON.**
**SIMLA.**
**LAHORE.**
**LUCKNOW.**

Dear Sir,

We beg to acknowledge with thanks the receipt of your letter No. G5453/311-12-18 dated the 19th instant enclosing Rs. 630/8/- (Rupees six hundred and thirty and annas eight only) in currency notes and postage stamps in payment of our bill No. F/1384 dated the 30/9/13, official receipt for which please find enclosed.

As regards the book of printed instructions we will write to our principals next mail for same and let you have it in due course.

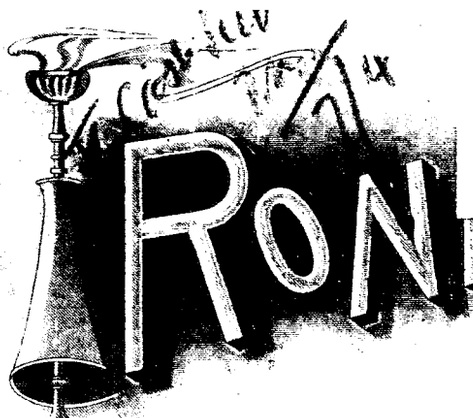
We remain,
Dear Sir,
Yours faithfully,

P. MACKENZIE LYALL & CO.

Agents for Roneo Limited.,

Enclo:- 1 Receipt.

BM.



URGENT.

(29)

Telephone No. 626.
Post Box, No 295.
Cable & Telegraphic Address :
"RONEOTYPE CALCUTTA."
Codes : RONEO & LIEBER.

FACTORY :
RONEO WORKS,
ROMFORD, ESSEX.

Indian Office :
5, OLD COURT HOUSE STREET,
CALCUTTA.

DIARY No. 7286

1913-1916

The Secretary to the Government
of the H.H.The Maharaja of Mysore,
Gen. & Rev. Department,
BANGALORE.

311-12

(20)

4 Lyons Range.

GENERAL DEPARTMENT.

Factories.
64, GREAT EASTERN STREET, LONDON, E.C.
RONEO WORKS, ROMFORD, ESSEX.
LONDON.
HEAD OFFICE:
5-11, HOLBORN, E.C.

INDIA.
BOMBAY.
MADRAS.
COLOMBO.
RANGOON.
SIMLA.
LAHORE.
LUCKNOW.

4th April 1914.

Dear Sir,

With further reference to your favour No. G 5453/ GM 311-12-18 dated the 17th January 1914 and our reply thereto dated the 24th idem, we have pleasure in sending herewith directions for using the Roneophone.

Yours faithfully,

Agents. Roneo Ltd.,

Enclos.
Book of directions.

A.W.